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2 February 1967

MEMORANDUM FOR THE RECORD;

SUBJECT: NARS Request for Visit to Headquarters

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1. [] turned over to me the last week of December 1966, a phone request he received from Mr. George Elliott (13/23573) of National Archives and Records Administration.

2. The following week I called Mr. Elliott. He had visited the Headquarters building three months earlier and was impressed with our facilities. He was now working with Mr. Richard K. Guenther (112/2224) to establish the New Department of Transportation. One responsibility Mr. Guenther has is to establish a Special Library for Secretary Boyd of the Department of Transportation. They requested permission to visit our Library and discuss the related problems.

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3. I visited [] at the Library and discussed the proposal. He referred me to [] the OCR Liaison Officer. Thus we determined that there is a formal liaison and visiting procedure established between OCR and the Department of Commerce. Mr. John McGruder (112/4874) is their Liaison Officer, and Mr. [] urged that the request best be cleared and processed from Department of Transportation thru Mr. McGruder.

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4. The procedures and reasons were carefully phoned to Mr. Elliott by me, and I insisted he call me back if he had any difficulty or delay. He has not called me as yet and I have not had occasion to see him on business either. However, I feel the matter was successfully completed.

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CIA Records Administration Officer